

EEOP Utilization Report



Wed Jun 29 18:57:15 EDT 2016

Step 1: Introductory Information

Grant Title:	FY 2015 Body-Worn Camera Policy and Implementation Program: Implementation of New BWC Program for Mid-Sized Agencies	Grant Number:	2015-DE-BX-K059
Grantee Name:	City of Colorado Springs	Award Amount:	\$600,000.00
Grantee Type:	Local Government Agency		
Address:	30 South Nevada Avenue Colorado Springs, Colorado 80903		
Contact Person:	Amanda Terrell-Orr	Telephone #:	719-444-7419
Contact Address:	705 South Nevada Avenue Colorado Springs, Colorado 80903		
DOJ Grant Manager:	Gerardo Velazquez	DOJ Telephone #:	202-353-8645

Grant Title:	FY 2014 Edward Byrne Memorial Justice Assistance Grant (JAG)	Grant Number:	2014-DJ-BX-0817
Grantee Name:	City of Colorado Springs	Award Amount:	\$277,791.00
Grantee Type:	Local Government Agency		
Address:	30 South Nevada Avenue Colorado Springs, Colorado 80903		
Contact Person:	Amanda Terrell-Orr	Telephone #:	719-444-7419
Contact Address:	705 South Nevada Avenue Colorado Springs, Colorado 80903		
DOJ Grant Manager:	Kathy Mason	DOJ Telephone #:	202-514-8692

Grant Title:	FY 2015 Internet Crimes Against Children (ICAC) Task Force Invited	Grant Number:	2015-MC-FX-K030
Grantee Name:	City of Colorado Springs	Award Amount:	\$372,369.00
Grantee Type:	Local Government Agency		
Address:	30 South Nevada Avenue Colorado Springs, Colorado 80903		
Contact Person:	Amanda Terrell-Orr	Telephone #:	719-444-7419

Contact Address: 705 South Nevada Avenue
Colorado Springs, Colorado
80903

DOJ Grant Manager: Stephanie Rapp

DOJ Telephone #: 202-514-9123

Policy Statement:

The City of Colorado Springs is an Equal Employment Opportunity/Affirmative Action employer. The City of Colorado Springs will not tolerate unlawful discrimination against any employee because of race, color, national origin or ancestry, gender, age, religious convictions, disability, sexual orientation, genetic information, or marital status.

Step 4b: Narrative Underutilization Analysis

The City of Colorado Springs (City) Human Resources Manager/Equal Employment Opportunity reviewed the utilization analysis that compares the City's workforce to the relevant labor market and noted the following:

1. White females are under-represented in the following job categories: Technicians (-9%), Protective Services/Sworn (-9%), Protective Services/Non-Sworn (-24%), and Service/Maintenance (-22%).
2. Hispanic or Latino females are under-represented in the following job categories: Protective Services/Sworn (-2%) and Service/Maintenance (-7%).
3. Black or African American females are under-represented in the Protective Services/Sworn job category (-2%).
4. For Two or More Races, females are under-represented in the Protective Services/Non-Sworn job category (-9%).
5. Hispanic or Latino males are under-represented in the following job categories: Protective Services/Sworn (-5%), Administrative Support (-3%), and Skilled Craft (-7%).
6. White males are under-represented in the Administrative Support job category (-16%).
7. Black or African American males are under-represented in the Protective Services/Sworn (-2%) and Administrative Support (-2%) job categories.

Some of the job categories that have the highest under-representation of females are nontraditional occupations and difficult to recruit for females such as Protective Services/Sworn, Protective Services/Non-Sworn, and Service/Maintenance. White males are significantly underrepresented in the Administrative Support job category, which is a nontraditional occupation for males. The City of Colorado Springs (City) is committed to having a workforce that reflects the community it serves. The City will work with its Human Resources Department on an ongoing basis to identify opportunities to diversify its applicant pools.

Step 5 & 6: Objectives and Steps

1. To encourage White females to apply for vacancies in the Technicians, Protective Services/Sworn, Protective Services/Non-Sworn, and Service Maintenance job categories.

- a. Jobing.com will post City jobs on 50 diversity sites. The City posts its jobs on Connecting Colorado (affiliated with the Pikes Peak Workforce Center - "PPWFC") & emails job postings to local colleges & universities & over 40 organizations.
- b. The City's recruiting staff will attend job fairs at local colleges & universities, PPWFC, & the local military installations. The City co-sponsors & actively participates in the annual Military Veterans Employment Expo.
- c. The City participates in the Summer Heat Program that introduces & encourages girls to consider sworn career opportunities in the Fire Service.
- d. The City will increase recruiting for women & minorities in the high schools for sworn positions by conducting luncheons with freshmen & seniors & participate in career fairs sponsored by the schools.
- e. The City's Explorer Post program offers young adults real-life experiences, training, & exposure to Fire Service career opportunities.

2. To encourage Hispanic or Latino females to apply for vacancies in the Protective Services/Sworn and Service/Maintenance job categories.

- a. The City will partner with organizations to distribute & promote its job opportunities to include a dedicated effort with minority-focused groups such as the Black & Latino Coalition, Urbanites, NAACP, & El Cinco De Mayo, Inc.
- b. The City will offer scholarships (as funding permits) to attend Pikes Peak Community College to citizens who are interested in a career in public service.
- c. The City's HR Office contracts with Jobing.com, which posts City jobs on diversity sites. The City posts its jobs on Connecting Colorado (Pikes Peak Workforce Center) & emails job postings to local colleges & universities & over 40 organizations.
- d. The City will annually participate in the Summer Heat Program for girls; this program introduces & encourages girls to consider sworn career opportunities in the fire service.
- e. The City's Explorer Post non-profit organization offers young adults real-life experiences, training, & exposure to fire service career opportunities.

3. To encourage Black or African American females to apply for vacancies in the Protective Services/Sworn job category and females who are Two or More Races to apply for vacancies in the Protective Services/Non-Sworn category.

- a. a. The City will work with organizations to distribute & promote its job opportunities to include a dedicated effort with minority-focused groups such as the Black & Latino Coalition, Urbanites, & NAACP.
- b. Jobing.com posts the City's jobs on 50 diversity sites. The City posts its jobs on Connecting Colorado (Pikes Peak Workforce Center) & emails job postings to local colleges & organizations.
- c. The City's recruiters attend job fairs that are sponsored by local colleges, Pikes Peak Workforce Center, & local military installations. The City participates in the annual Military Veterans Employment Expo. The City participates in the Summer Heat Program that introduces girls to sworn career opportunities in the fire service.
- d. The City's Explorer Post non-profit organization offers young adults training, & exposure to Fire Service career opportunities.
- e. City HR staff meets with community groups to discuss/get input regarding the City's hiring practices & outreach efforts.

4. To encourage Hispanic or Latino males to apply for vacancies in the Protective Services/Sworn and Skilled Craft job categories. Also to encourage Black or African American males to apply for vacancies in the Protective Services/Sworn categories.

- a. a. The City will work with organizations to distribute & promote its job opportunities to include a dedicated effort with local groups such as the Black & Latino Coalition, Urbanites, NAACP, & El Cinco De Mayo, Inc.
- b. Jobing.com posts the City's jobs on 50 diversity sites. The City also posts its jobs on Connecting Colorado (Pikes Peak Workforce Center) & emails job postings to local colleges organizations.
- c. City's Explorer Post non-profit organization offer young adults training, & exposure to fire service career opportunities.
- d. The City's recruiting staff will attend job fairs at local colleges, Pikes Peak Workforce Center, & the military installations.
- e. The City's HR Office will conduct a workforce analysis to identify City depts & job categories that represent significant underutilization of Hispanic/Latino & Black/African American males in these categories. The HR Office will target its recruitment efforts in an effort to diversify its applicant pools.

5. To encourage Hispanic or Latino males, White males, and Black males to apply for Administrative Support positions.

- a. a. The City's Human Resources Office contracts with Jobing.com, which posts the City's jobs on 50 diversity sites. The City also posts its jobs on Connecting Colorado (affiliated with the Pikes Peak Workforce Center) & emails job postings to local colleges & universities & over 40 organizations such as Hero 2 Hired, Return 2 Work, etc.
- b. The City's recruiting staff will annually attend job fairs that are sponsored by local colleges & universities, Pikes Peak Workforce Center, & the military installations (Ft. Carson, Peterson Air Force Base, & Air Force Academy), which attract a diverse population. The City sponsors & actively participates in the annual Military Veterans Employment Expo. Administrative support positions are considered to be nontraditional occupations for male. However, the City will attend job fairs that attract mixed populations of males & females. The City will also embrace diversity on its interview panels with regards to race & gender.

Step 7a: Internal Dissemination

The City of Colorado Springs' EEOP Utilization Report (Report) will be posted in PDF format on the City's Intranet site, which is accessible to employees. Notification of this report will be included in the body of the main page with a link to access the report. This report will be distributed to the City's senior management staff for them to disseminate to their employees. Copies of the report will also be sent to all City departments for placement on their employee bulletin boards with instructions to contact Human Resources if they have questions about the report. In addition, a copy of the report will be placed in the City's Human Resources Office reception area for viewing by employees and the public. New employees will be informed about this report and how to access it during New Employee Orientation.

Step 7b: External Dissemination

The City of Colorado Springs will post the EEOP Utilization Report (Report) on its Internet site, which is www.coloradosprings.gov, for the public to access. A hard copy of the report will also be available in the City's Human Resources Office for viewing. The City's Contracting Division will notify contractors and vendors, including staffing agencies, about the City's EEOP Utilization Report by listing in all City contracts how to access this report on the City's website. Contracting will include a link on its web page to view the report and will also have a hard copy available in its reception area for the public to read.

Utilization Analysis Chart
Relevant Labor Market: Colorado Springs city, Colorado

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators																
Workforce #/%	42/56%	3/4%	0/0%	0/0%	0/0%	0/0%	2/3%	0/0%	26/35%	1/1%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	15,065/48 %	1,545/5%	640/2%	100/0%	220/1%	30/0%	290/1%	120/0%	10,425/33 %	1,260/4%	740/2%	30/0%	370/1%	0/0%	275/1%	80/0%
Utilization #/%	8%	-1%	-2%	-0%	-1%	-0%	2%	-0%	1%	-3%	-1%	-0%	-1%	0%	-1%	-0%
Professionals																
Workforce #/%	118/38%	8/3%	6/2%	1/0%	4/1%	0/0%	8/3%	0/0%	143/46%	8/3%	4/1%	0/0%	5/2%	0/0%	9/3%	0/0%
CLS #/%	19,690/42 %	1,145/2%	780/2%	105/0%	785/2%	20/0%	375/1%	220/0%	19,850/43 %	1,445/3%	665/1%	85/0%	515/1%	95/0%	525/1%	105/0%
Utilization #/%	-5%	0%	0%	0%	-0%	-0%	2%	-0%	3%	-1%	-0%	-0%	0%	-0%	2%	-0%
Technicians																
Workforce #/%	61/53%	8/7%	0/0%	1/1%	2/2%	1/1%	1/1%	0/0%	33/28%	3/3%	1/1%	0/0%	1/1%	0/0%	4/3%	0/0%
CLS #/%	2,620/39 %	355/5%	140/2%	4/0%	95/1%	0/0%	35/1%	20/0%	2,575/38 %	490/7%	185/3%	35/1%	110/2%	0/0%	115/2%	10/0%
Utilization #/%	14%	2%	-2%	1%	0%	1%	0%	-0%	-9%	-5%	-2%	-1%	-1%	0%	2%	-0%
Protective Services: Sworn																
Workforce #/%	792/73%	73/7%	35/3%	4/0%	18/2%	2/0%	45/4%	0/0%	85/8%	10/1%	7/1%	1/0%	3/0%	0/0%	5/0%	0/0%
CLS #/%	2,225/57 %	465/12%	210/5%	25/1%	20/1%	15/0%	45/1%	10/0%	640/16%	95/2%	105/3%	0/0%	15/0%	0/0%	10/0%	0/0%
Utilization #/%	16%	-5%	-2%	-0%	1%	-0%	3%	-0%	-9%	-2%	-2%	0%	-0%	0%	0%	0%
Protective Services: Non-sworn																
Workforce #/%	27/54%	1/2%	3/6%	0/0%	0/0%	0/0%	2/4%	0/0%	13/26%	1/2%	2/4%	0/0%	0/0%	0/0%	1/2%	0/0%
Civilian Labor Force #/%	60/27%	15/7%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	110/50%	0/0%	0/0%	0/0%	10/5%	0/0%	25/11%	0/0%
Utilization #/%	27%	-5%	6%	0%	0%	0%	4%	0%	-24%	2%	4%	0%	-5%	0%	-9%	0%
Administrative Support																
Workforce #/%	33/11%	4/1%	2/1%	0/0%	1/0%	0/0%	4/1%	0/0%	176/59%	31/10%	19/6%	0/0%	8/3%	2/1%	16/5%	0/0%
CLS #/%	16,100/27	2,685/5%	1,635/3%	105/0%	240/0%	50/0%	525/1%	135/0%	29,580/50	4,935/8%	1,625/3%	155/0%	795/1%	145/0%	640/1%	260/0%

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
	%								%							
Utilization #/%	-16%	-3%	-2%	-0%	-0%	-0%	0%	-0%	10%	2%	4%	-0%	1%	0%	4%	-0%
Skilled Craft																
Workforce #/%	111/69%	26/16%	7/4%	1/1%	1/1%	0/0%	6/4%	0/0%	7/4%	2/1%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%
CLS #/%	11,280/63%	4,175/23%	490/3%	85/0%	200/1%	60/0%	215/1%	160/1%	895/5%	240/1%	10/0%	15/0%	65/0%	0/0%	15/0%	0/0%
Utilization #/%	6%	-7%	2%	0%	-0%	-0%	3%	-1%	-1%	-0%	-0%	1%	-0%	0%	-0%	0%
Service/Maintenance																
Workforce #/%	45/61%	9/12%	6/8%	0/0%	1/1%	0/0%	2/3%	0/0%	7/9%	2/3%	0/0%	0/0%	2/3%	0/0%	0/0%	0/0%
CLS #/%	16,760/33%	5,045/10%	2,110/4%	200/0%	800/2%	45/0%	600/1%	180/0%	15,620/31%	4,790/10%	1,920/4%	140/0%	1,445/3%	10/0%	440/1%	160/0%
Utilization #/%	27%	2%	4%	-0%	-0%	-0%	2%	-0%	-22%	-7%	-4%	-0%	-0%	-0%	-1%	-0%

Significant Underutilization Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Technicians									✓							
Protective Services: Sworn		✓	✓						✓	✓	✓					
Protective Services: Non-sworn									✓						✓	
Administrative Support	✓	✓	✓													
Skilled Craft		✓														
Service/Maintenance									✓	✓						

I understand the regulatory obligation under 28 C.F.R. § 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEOP Utilization Report.

I have reviewed the foregoing EEOP Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Certified As Final By: Michael Sullivan

Chief Human Resources Officer

06-29-2016

[signature]

[title]

[date]